

SCHEDULE 2

Regulations 8(3)(c), 9(5) and 10(2)(c)

INFORMATION REQUIRED IN RESPECT OF REGISTERED PROVIDERS AND MANAGERS OF AN AGENCY AND PERSONS NOMINATED TO DEPUTISE FOR A REGISTERED PERSON

1. Name, address, date of birth and telephone number.
2. Proof of identity, including a recent photograph.
3. Either —
 - (a) where the certificate is required for a purpose relating to section 115(5)(ea) of the Police Act 1997⁽¹⁾ (registration under Part II of the Care Standards Act 2000), or the position falls within section 115(3) or (4) of that Act, an enhanced criminal record certificate issued under section 115 of that Act; or
 - (b) in any other case, a criminal record certificate issued under section 113 of that Act,including, where applicable, the matters specified in section 113(3A) or 115(6A) of that Act and, once they are in force, section 113(3C)(a) and (b) or section 115(6B)(a) and (b) of that Act.
4. Two written references, including a reference relating to the last period of employment of not less than three months duration.
5. Where a person has previously worked in a position which involved work with children or vulnerable adults, verification of the reason why the employment or position ended except where the National Assembly has determined that all reasonable steps have been taken to obtain such verification but it is not available.
6. Documentary evidence of any relevant qualifications and training.
7. A full employment history, together with a satisfactory written explanation of any gaps in employment.
8. Where the person is an individual, a report by a general medical practitioner as to whether the person is physically and mentally fit to (as the case may be) carry on, manage or be in charge of an agency.
9. Details of registration with or membership of any professional body.
10. Details of any professional indemnity insurance.

(1) 1997 c. 50.